

**Minutes of the 701<sup>st</sup> Meeting  
of the Board of the  
LEESPORT BOROUGH AUTHORITY**

**February 26, 2025**

The Board of the Leesport Borough Authority met at 10 E. Wall St., Leesport, Pennsylvania, on Tuesday, February 18, at 7 p.m. The meeting was called to order by Chairman Duane Knoll. Vice Chairman Ron Kohler, board members Cody Madeira and Pat O'Neill were present. Support staff present were Engineer H. David Miller and Business Manager Kim Naja. Christian Mease of Miller Environmental was also in attendance. The meeting began with the Pledge of Allegiance.

The 700<sup>th</sup> Minutes from the January meeting were approved as written.

**VISITORS:** Dennis Chelius was in attendance and anticipated being appointed to the LBA by the Leesport Borough Council at its February meeting

**CORRESPONDENCE**

Entech	Ltr to LBA: WWTP Physical Preliminary Assessment
ARRO Engineering	Promotional Letter & Brochure
State Senator Chris Gebhard	Ltr of Support re: LSA Grant Inflow & Infiltration Project

**MUNICIPALITY REPORTS**

**Leesport Borough & Borough Authority**

R. Kohler motioned to approve payment of the month's bills, \$40,357.69, seconded by C. Madeira and passed 4-0.

Myers & Bell and Alera Group insurance representatives could not be present for tonight's meeting but will be at the plant on March 4 at 9 a.m.

**ENGINEER'S REPORT**

H.D. Miller reviewed the monthly report. The findings of the WWTP review can be categorized as corrosion/replacement issues and housekeeping issues. A prioritized list will be provided by the end of March.

The I & I work order is being drawn up. The LSA grant will cover work throughout the collection system and televising cannot begin (if it is to be covered by this grant) prior to the grant being awarded.

The possibility of applying a Small Water & Sewer grant from the DCED to upgrading the Canal St main from the start of the 18" line to the railroad tracks at Rt. 61 was discussed. The line diameter would be increased from the current 8" diameter. The LBA is interested in applying for grants for this project. Entech will have a work order for Canal St. at the March meeting.

**SOLICITOR**

Christopher Hartman was unable to attend this night.

## **MILLER ENVIRONMENTAL**

**C. Mease reviewed the monthly report.**

**Kelly Drums will be coming on Feb. 24 to remove the 80+ fifty gallon drums on hand. The price is \$250 for 50-350 drums. (Miller Environmental accumulates 12-16 of these drums per year.)**

**Envirep is working on a proposal for upgrading the utility water pumps.**

**The Decant Weir is working. The limit switch fixed the problem. There is a limit switch on site for future use if needed for SBR 2. It is not pre-wired; but the new one just purchased from Aqua Aerobics also was not supplied pre-wired. We also have a good supply of cable now.**

**Miller Environmental is also working on a channel grinder proposal, and fine screen replacement.**

## **GENERAL**

**The meeting adjourned at 7:35. Next meeting is March 18, 2025.**

# LEESPORT AUTHORITY OPERATING EXPENDITURES

February 2025

Date	Num	Memo	Account	Paid Amount
02/18/2025		AQUA-AEROBICS		
02/18/2025	1045634	ColemanCbl,Limit Swit...	6303 · Building & Equipment	2,044.46
		Total AQUA-AEROBICS		2,044.46
02/18/2025		CNA SURETY		
02/18/2025	69700591	.K.Naja	6180 · INSURANCE	600.00
		Total CNA SURETY		600.00
02/18/2025		COMCAST		
02/18/2025		Business Internet 02/18-03/17	6395 · Telephone & Internet	429.79
		Total COMCAST		429.79
02/18/2025		CREATIVE PAYMENT SOLUTIONS		
02/18/2025	SPA0153	. 1/1-2/28arbox	6272 · Accounting /Bank Fees	30.20
		Total CREATIVE PAYMENT SOLUTIONS		30.20
02/18/2025		FRONTIER		
02/18/2025	610 926 2060		6395 · Telephone & Internet	234.07
		Total FRONTIER		234.07
02/18/2025		HARTMAN, VALERIANO, MAGOVERN & LUTZ		
02/18/2025	8007	.Mtgs,RelatedComm	6271 · Legal Fees	190.00
		Total HARTMAN, VALERIANO, MAGOVERN & LUTZ		190.00
02/18/2025		JONATHAN A HENNE PROPERTY SVCS		
02/18/2025	63	.Plowing&SaltingWWTP 1/2...	6303 · Building & Equipment	562.50
02/18/2025	117	.Plowing&SaltingWWTP 2/...	6303 · Building & Equipment	266.00
		Total JONATHAN A HENNE PROPERTY SVCS		828.50
02/18/2025		MILLER ENVIRONMENTAL		
02/18/2025	110325250	.MAR	6100 · MILLER ENVIRONMENTAL (W...	27,028.59
02/18/2025	110325250	.MaintFee	6102.a · OPScontractMaintFee (Monthly...	833.33
		Total MILLER ENVIRONMENTAL		27,861.92
02/18/2025		NEPTUNE FLOOD INC		
02/18/2025	TNF3830661	.Office/Lab 4/6/25...	6183 · Flood Insurance	1,769.00
02/18/2025	ASR3830541	.MechBldg 4/6/25...	6183 · Flood Insurance	3,001.00
02/18/2025	ACT3830571	.Garage 4/6/25-4/...	6183 · Flood Insurance	884.00
		Total NEPTUNE FLOOD INC		5,654.00
02/18/2025		OFFICE SVCS KIM NAJA		
02/18/2025	022025	.JANBanking/MeetingPr...	6290 · Administrative Contract Service	1,200.00
		Total OFFICE SVCS KIM NAJA		1,200.00
02/18/2025		PA DEP		
02/18/2025		Annual Fee	6312 · NPDES FEES (Permit Annual)	1,000.00
		Total PA DEP		1,000.00
02/18/2025		POSTER COMPLIANCE CENTER		
02/18/2025		Fed & State Compliance Poste...	6310 · Supplies	84.75
		Total POSTER COMPLIANCE CENTER		84.75
02/18/2025		SCHLEGEL TAX SERVICES		
02/18/2025	1202	.Payroll4Q2024,W-2's	6666 · Payroll,Taxes,Benefits	200.00

11:22 AM  
02/17/25

# LEESPORT AUTHORITY OPERATING EXPENDITURES

February 2025

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Date	Num	Memo	Account	Paid Amount
Total SCHLEGEL TAX SERVICES				200.00
TOTAL				40,357.69

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**LEESPORT BOROUGH AUTHORITY ACCOUNT SUMMARY**

	Opening	Deposits	Interest	Disbursements	1/31/25
<b>Debt Service Reserve</b> 1.1%(GOVT.Savings)	\$10,007.11		\$6.80		<b>\$10,013.91</b>
<b>Operating</b> 1.1%	\$424,518.31	\$100.00	\$246.49	(45,038.20)	<b>\$379,826.60</b>
<b>Sewer Receipts</b> 1.09%	\$83,378.39	\$19,149.78	\$54.27		<b>\$102,582.44</b>
<b>Payroll</b> 1.1%	\$2,051.72		\$0.73	(534.41)	<b>\$1,518.04</b>
<b>Maintenance Reserve</b> 1.1%	\$50,030.90		\$29.74		<b>\$50,060.64</b>
<b>PLGIT</b> 4.3%	\$205,389.41		\$757.66		<b>\$206,147.07</b>
<b>Special Construction</b> 1.1%	\$0.01				<b>\$0.01</b>
				<b>LBA OPERATIONS TOTAL</b>	<b>\$912,766.10</b>
			<b>TOTAL INTEREST</b>	<b>\$1,095.69</b>	<b>GRAND TOTAL</b>
					<b>\$912,766.11</b>

**Comments:**

<b>FDIC Insured CD's / FNC</b>		<b>Maturity</b>	<b>Earnings</b>
1yr CD: Empower FCU 10/07/25 4.2%	\$55,000.00		
2yr CD: Goldman Sachs Bnk 07/03/26 4.25%	\$23,210.00	\$25,000.00	
1yrCD: Citibank Natl Bnk 06/25/2025 5.35%	\$84,000.00		
<b>DREYFUS MM HOLDING ACCOUNT CD Earnings</b>	\$407.40		
	<b>\$162,617.40</b>		